

Occupational Licensing Reorganization

New Information

The Occupational Licensing Program has been reorganized to create greater efficiency and improve customer service.

New Reorganization

The Headquarters Operation Office has been reconfigured into two separate units; the Licensing Section and Licensing Support Section. The list below identifies which unit to contact by license category and authorization type:

Licensing Sections

Business Licensing Unit (916) 229-3126, except as otherwise noted

- ATV schools (owner, operator, and instructors)
- Dealer (wholesale and auto broker)
- Distributors (916) 229-3154
- Dismantlers
- Driving and Traffic Violator Schools (owner, operator, and instructors)
- Employer Testing Program (administrator, examiner, and drivers certified with DL 170)
- Ignition Interlock Device
- Lessor-Retailors
- Manufacturers and Remanufacturers (916) 229-3154
- Mature Driver Improvement Providers
- Registration Services
- Transporters

Individual Licensing Unit (916) 229-3128

- Representatives
- Salesperson
- Vehicle Verifiers
- Vessel Agents

Licensing Support Sections

Collections/Data Entry Unit (916) 229-3138

- Administrative Service Fee Invoices
- Consumer Motor Vehicle Recovery Fund Invoices
- Dishonored Checks

Review/Certification Unit

- Arrest Review Unit (916) 229-3129
- Bond Processing Unit (916) 229-3307
- Information Services (916) 229-3151 (message line)

Licensing Support Sections, *continued*

OL Compliance Programs (916) 229-3154

- Distributor and Manufacturer Licensing
- Driving and Traffic School Complaints (after written complaint is submitted)
- Forms Coordination
- Internet Content
- Legislation/Regulation Analysis

Mail/Internet

The mailing address for all Headquarters Units and Internet links remain as follows:

- DMV, Occupational Licensing
(Insert Unit Name)
PO Box 932342, MS L224
Sacramento, CA 94232-3420
- All forms, handbooks, and fee information is available online at:
www.dmv.ca.gov/vehindustry/ol/olbranch_top.htm
- Business licensing information is also available online at:
www.dmv.ca.gov/olin2/welcome.do

Background

Changes are being made in Headquarters Occupational Licensing to achieve greater efficiency and to provide better customer service.

Distribution

Notification that this memo is available online at **www.dmv.ca.gov/pubs/olin/olin.htm** was made via California DMV's Automated E-mail Alert System, in March 2011, to the following:

- All E-mail Alert subscribers.

Contact

If you have any questions regarding this memo, contact the Business Licensing Unit at (916) 229-3126.



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